

# **MEETING OF THE TRANSPORTATION AUTHORITY OF MARIN**

**THURSDAY, FEBRUARY 24<sup>TH</sup>, 2005**

**Commissioners Present:** Chair Steve Kinsey, Marin County Board of Supervisors  
Vice Chair Al Boro, San Rafael City Council  
Susan Adams, Marin County Board of Supervisors  
Amy Belser, Sausalito City Council  
Peter Breen, San Anselmo Town Council  
Pat Eklund, Novato City Council  
Alice Fredericks, Tiburon, City Council  
Melissa Gill, Corte Madera Town Council  
Joan Lundstrom, Larkspur City Council  
Charles McGlashan, Marin County Board of Supervisors  
Cynthia Murray, Marin County Board of Supervisors  
Dick Swanson, Mill Valley City Council  
Lew Tremaine, Fairfax Town Council

**Commissioner Absent:** Hal Brown, Marin County Board of Supervisors  
Jerry Butler, Belvedere City Council  
Tom Byrnes, Ross City Council

**Staff Members Present:** Craig Tackabery, TAM Executive Director  
Dean Powell, Marin County Principal Transportation Planner  
Art Brook, Marin County Transportation Engineer  
Tho Do, Marin County Associate Engineer  
Jessica Woods, TAM Recording Secretary

*Chair Steve Kinsey called the Transportation Authority of Marin meeting to order at 7:35 p.m.*

## **1. Commissioner Matters not on the Agenda**

Commissioner Tremaine requested that TAM keep the issue of the School District bus service contracts with Golden Gate Transit in mind. He understands that this is a Marin County Transit District issue, but at some point TAM funds may come into play.

Vice Chair Boro announced that the Golden Gate Bridge Highway & Transportation District Finance Committee unanimously recommended funding through the school year with a final decision by the full Board tomorrow. Commissioner Gill requested that TAM Commissioners be notified in regard to that vote. Executive Director Craig Tackabery agreed to provide the information.

## **2. Approval of TAM Minutes of January 27, 2005**

TAM Board noted a few minor changes to the January 27, 2005 Minutes.

Chair Kinsey asked for a motion.

**Commissioner Adams moved and Commissioner Eklund seconded, to approve the Minutes of January 27, 2005, as amended. The motion carried unanimously by TAM. 14/0/0.**

## **3. Executive Director's Report**

### **a. TAM Workshop scheduled for March 5, 2005, 9:00 a.m. to 1:00 p.m.**

Craig Tackabery, Executive Director, reminded TAM that a special workshop is scheduled from 9:00 a.m. to 1:00 p.m. on March 5, 2005 to be held at the Marin County Civic Center. The meeting would consist of introduction of the consultant selected in the RFQ process and the 18-month work program, and an overview and review of policy issues. He further noted that the Executive Committee would provide an update on the Executive Director position at that workshop as well. Chair Kinsey requested that TAM receive the necessary information before the workshop in order to have adequate time to review.

### **b. Follow-Up on Marin Travel Model Presentation**

Executive Director Tackabery summarized the Marin Travel Model presentation for TAM's consideration and noted that the report would be provided to MCTD and TAM's consultants in order to determine how the questions could be answered as they move forward.

Commissioner Belser stated that Southern Marin weekend trips were mentioned and asked staff if that data would be included in the report. She further asked staff to provide a budget estimate as well. Executive Director Tackabery responded that Southern Marin weekend trips would be included.

Commissioner Swanson asked staff to provide data for traffic volumes at the five gateways for 2020 and transit ridership with Golden Gate Transit for 2020 as well. Executive Director Tackabery noted that the model update should be completed in four months. Commissioner Swanson asked staff to provide information about 2020, which would not require an update. He asked for traffic volumes at the five gateways to Marin County and transit ridership between current and 2020, which the model can clearly produce because it would not require the update. Executive Director Tackabery agreed to investigate the resources needed to fulfill the request and to provide interim results at the next meeting, if easily obtained.

Executive Director Tackabery announced that Senator Migden introduced Senate Bill No. 1020 relating to local government finances for transit, which would be agendized at the next meeting in order to have further discussion.

Executive Director Tackabery also provided a news release from the Business, Transportation and Housing Agency (BT&H) regarding transportation and related bills: AB 850, SB 705, AB 1266, and ACA 4X.

Executive Director Tackabery noted that he followed up as requested at the last meeting and obtained the school transportation survey from the Marin County Office of Education, which he would email to TAM Commissioners for their information. Also, in regard to the Governor's budget, there may be some undesired consequences on STIP Funds and it is not certain when the funds would be available. The one main project is Phase 3 of the Highway 101 Gap Closure and staff is working with MTC to establish alternative strategies and would continue to be proactive on this matter.

**4. Commissioner Report**  
**a. Executive Committee**

Chair Kinsey reported that the Minutes from the Feb 9<sup>th</sup> Executive Committee meeting are attached to the staff report for TAM's consideration.

**b. Greenbrae Corridor Subcommittee**

Chair Kinsey reported that the Greenbrae Corridor Committee is working on the issues related to the Regional Measure 2 project. The Subcommittee meeting focused on the Cal Park Tunnel project that is fully funded, but there are significant time constraints due to grant deed lines. They were introduced to the new project manager for the Regional Measure 2 project and discussions focused on issues related to SMART, which has control over the right-of-way. He added that SMART must support the conceptual design before moving to the next level of development. Also, operating issues as well as security was discussed and they asked for additional information to be provided at the next Subcommittee meeting.

**c. Marin-Sonoma Narrows Policy Advisory Group**

Commissioner Murray noted that the Advisory Group did not meet last month. She announced that they intend to meet on March 16<sup>th</sup> to discuss a potential Petaluma Bridge project, but there is a concern that they may not have a quorum on that date.

**d. SMART**

Vice Chair Boro reported that SMART met yesterday regarding SMART property in Santa Rosa and Novato along with a report from the consultant about their recommendations with respect to the Santa Rosa project. He noted that concerns were raised in regard to communities around the rail line in relation to hiring developers or the

use of local agencies. After discussions, they decided to have a special workshop on the 10<sup>th</sup> of March at 2:30 p.m. to develop policies. He stated that overriding goals ensure that transit principles are followed, as well as to have local zoning in place. Also, they are looking toward short-term and long-term return to receive funding to support the rail system. The intent with the consultants and Commission is to establish principles and policies that will meet the needs of SMART. He was very pleased to hear Commissioner Eklund indicate that Novato has a great potential development in regard to Whole Foods, and they are working with the City and the developer to understand how the SMART piece might be developed. He reiterated that the concept of principles and guidelines would be discussed at the March 10<sup>th</sup> meeting. Also, there was a Board meeting scheduled for March 16<sup>th</sup>, 2005 to discuss state legislation regarding SMART and the role with respect to local transit service, but that issue was withdrawn. He further stated that SMART has the ability through legislation to provide shuttle service to support rail service.

Chair Kinsey added that MTC is moving in the direction of developing a transit-oriented development policy at the Commission level that would control the investments in Regional Transit funds throughout the 9 Bay Area counties. In Resolution 3434, SMART was identified as a transit expansion project and MTC is seeking to establish a focus group of local leaders and stakeholders to review the proposed transit-oriented development policy and receive feedback. It is scheduled for the full Commission in June or July for adoption. As a Commission, they are reviewing some very strong principles related to the intensity of development within walking distance of any of the transit stops for local housing and jobs. It is important that local communities understand what that policy would expect. He added that in all appearances the Commission would be moving to make a very strong policy that will limit the investments of discretionary regional transit funds to projects where land use in the vicinity of the stations is sufficiently intense to justify the system. He further believed it is important that SMART and the Commission understand this very well.

Commissioner McGlashan asked Chair Kinsey if someone from MTC could attend the SMART workshop in order to better understand the Santa Rosa station. Chair Kinsey responded that it is his understanding that James Corless is planning to attend that March 10<sup>th</sup> meeting and SMART encouraged that meeting to serve as the basis for the focus group. Commissioner McGlashan asked Chair Kinsey if time is needed on the agenda for MTC to discuss the matter. Chair Kinsey responded that he would ask MTC to continue working with SMART staff and he would receive a confirmation that Mr. Corless would attend. He pointed out that walking distance is a half-mile, which is one of the questions.

## **5. Consider Recommendations from Executive Committee Regarding Executive Director Job Description and Compensation**

Chair Kinsey announced that TAM would not act on this matter this evening. He explained that the Executive Committee met this afternoon with CPS and reviewed the responsibilities and the early expectations of a new Executive Director. They believed it was very important to have California based experience. They also discussed a draft of

the brochure that announced the opportunities and discussed the authority briefly. They explained the responsibilities for the sales tax administration and the Congestion Management Agency and a number of qualifications and characteristics for an ideal candidate. As an Executive Committee, they provided several suggestions to the consultants and asked that those changes be made and then that information should be presented to all authority members in advance of the workshop on March 5<sup>th</sup>, 2005. Also, at the March 5<sup>th</sup> workshop they would have some discussion about any additional changes or adjustments that should be made with the authorization for the Executive Committee to make a final action that would allow the brochure to be released in the middle of March, which would keep them on track for having an opportunity to make an offer in late May or June. The goal is to have an Executive Director in place by the beginning of the next fiscal year. He further noted that the Executive Committee was very pleased with the work done by CPS and appreciated the strong assistance from Commissioner Murray who would continue to stay on this timeline.

Commissioner Eklund asked Chair Kinsey to discuss the process for selection. Chair Kinsey responded that TAM would receive a timeline on March 5<sup>th</sup> that would illustrate the selection process recommended. He explained that for those interested applicants that do apply, a professional panel would screen the applications. Then from a group selected for interviews, the interviews would take place by a combination of professionals and community stakeholder interests with a recommended group of a half dozen of candidates being recommended for interviews by the Executive Committee who will bring forward a recommendation of 1 to 3 candidates to be interviewed by the entire Commission prior to making a final decision.

Commissioner Eklund asked Chair Kinsey if there would be a separate panel for community members and stakeholders. Chair Kinsey responded in the affirmative.

Commissioner Eklund noted that in Novato they had three different panels, which provided an opportunity to view different perspectives for each candidate. Chair Kinsey responded that the professionals and stakeholders, in addition to the Executive Committee, would be the process used.

Commissioner Eklund desired information to be provided in regard to the panels. Chair Kinsey responded that final candidates would be interviewed in a closed session of the full authority. To date that is the work of the Executive Committee, which would be discussed again at the workshop on March 5<sup>th</sup> and he welcomed any comments, suggestions, and adjustments.

## **6. Adopt Resolution to Approve TAM Advisory Committee Standing Rules and Application and Appointment Procedures**

Dean Powell, Principal Transportation Planner, summarized the staff report and recommended that TAM adopt Resolution 2005-01, thereby establishing and specifying standing rules and application and appointment procedures for TAM Advisory Committees.

Commissioner Adams discussed Item #2 and recommended adding a sentence similar to, “alternates would be noticed and provided all Committee material electronically.” Also, she discussed the last page in regard to “Age” and believed they must identify that someone is a legal adult and suggested having a check box of 18 or over.

Commissioner Eklund asked staff if there is a legal requirement that applicants must be over 18. She further recommended that additional research occur in that regard. Principal Transportation Planner Powell responded that the application form was based upon the existing Commission form developed by the Board of Supervisors and there is an age provisions of “*Are you over 18 years of age*” and it automatically answers “*Yes,*” so he believed they must be 18 years or older.

Commissioner Lundstrom reiterated her request that if they have financial interests those applicants should explain, so an additional line is needed. Principal Transportation Planner Powell responded that staff opted not to include that request because an applicant would not qualify.

Chair Kinsey opened the item for public comments.

Karen Nygren, Marin resident, asked staff if an alternate of one Committee could be a representative of another Committee. Principal Transportation Planner Powell responded that there is potential for overlap and the appointment will be at the discretion of the Commission if that occurs.

Deb Hubsmith, Marin County Bicycle Coalition, asked how one applies for a position or as an alternate. She also asked how community groups would nominate individuals to serve and how to nominate a main candidate and alternate. Also, she asked if there is a way to know who received the nomination form in order to figure out who would be best to nominate. Principal Transportation Planner Powell responded that staff would send out an application that is clear that desires a nomination for a candidate and an alternate. Also, outreach procedures and methods to be used for the Call for Applications will be posting on TAM’s website, as well as notifying all TAM Commissioners, all newspapers, and all qualified organizations. Staff would make sure that stakeholders throughout Marin are notified about this opportunity as well.

Chair Kinsey closed the item for public comments.

Commissioner Eklund discussed alternates and noted that some members of the Citizen Oversight Committee are geographic. Principal Transportation Planner Powell responded that the five geographic area member appointments are based on the following five planning areas: North Marin, Central Marin, Ross Valley, Southern Marin and West Marin. These appointments will be made by Commissioners from the geographic areas.

Chair Kinsey asked for a motion.

**Commissioner Breen moved and Commissioner Adams seconded, to adopt Resolution 2005-01, thereby establishing and specifying Standing Rules and Application and Appointment and Appointment Procedures. The motion carried unanimously by TAM. 14/0/0**

Chair Kinsey asked staff to verify whether it is a legal requirement that an applicant be 18 years old or over. Staff responded in the affirmative.

**7. Suggestions for Future Agenda Items - None**

**8. Open Time for Items Not on the Agenda - None**

*Chair Kinsey adjourned the TAM meeting at 8:29 p.m.*